



RETURN BIDS TO:

RETOURNER LES SOUMISSIONS À:

Travaux publics et Services gouvernementaux
Canada

Place Bonaventure, portail Sud-Ouest

800, rue de La Gauchetière Ouest

7^e étage, suite 7300

Montréal

Québec

H5A 1L6

FAX pour soumissions: (514) 496-3822

REQUEST FOR PROPOSAL

DEMANDE DE PROPOSITION

**Proposal To: Public Works and Government
Services Canada**

We hereby offer to sell to Her Majesty the Queen in right of Canada, in accordance with the terms and conditions set out herein, referred to herein or attached hereto, the goods, services, and construction listed herein and on any attached sheets at the price(s) set out therefor.

**Proposition aux: Travaux Publics et Services
Gouvernementaux Canada**

Nous offrons par la présente de vendre à Sa Majesté la Reine du chef du Canada, aux conditions énoncées ou incluses par référence dans la présente et aux annexes ci-jointes, les biens, services et construction énumérés ici sur toute feuille ci-annexée, au(x) prix indiqué(s).

Comments - Commentaires

Vendor/Firm Name and Address

Raison sociale et adresse du

fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution

Travaux publics et Services gouvernementaux Canada

Place Bonaventure, portail Sud-Ouest

800, rue de La Gauchetière Ouest

7^e étage, suite 7300

Montréal

Québec

H5A 1L6

Title - Sujet Achat de sacs d'expédition	
Solicitation No. - N° de l'invitation 21C31-198277/A	Date 2019-05-28
Client Reference No. - N° de référence du client 21C31-198277	
GETS Reference No. - N° de référence de SEAG PW-\$MTA-309-15352	
File No. - N° de dossier MTA-8-41409 (309)	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2019-07-08	Time Zone Fuseau horaire Heure Avancée de l'Est HAE
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Paradis, Mary	Buyer Id - Id de l'acheteur mta309
Telephone No. - N° de téléphone (514) 702-8173 ()	FAX No. - N° de FAX (514) 496-3822
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction: Service Correctionnel du Canada Corcan-CFF, Attn: Production Supervisor 201 Montée St-Francois LAVAL Québec H7C 2S3 Canada	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée .	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date



Item Article	Description	Dest. Code Dest.	Inv. Code Fact.	Qty Qté	U. of I. U. de D.	Unit Price/Prix unitaire FOB/FAM Destination	Plant/Usine	Delivery Req. Livraison Req.	Del. Offered Liv. offerte
1	Sacs d'expédition Voir Annexe A - Enoncé de besoins, pour plus de détails.	21C31	21C31	300	Chaque	\$	\$		

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PART 1 - GENERAL INFORMATION

1.1 Security Requirements

1.1.1 Security requirements

There are no security requirements for this purchase.

1.2 Statement of Requirement

Requirement – Bid

The requirement is detailed under Annex A – Statement of requirement.

1.3 Debriefings

Bidders may request a debriefing on the results of the bid solicitation process. Bidders should make the request to the Contracting Authority within 15 working days from receipt of the results of the bid solicitation process. The debriefing may be in writing, by telephone or in person.

1.4 Trade Agreements

The requirement is subject to the provisions of the North American Free Trade Agreement (NAFTA) and the Canadian Free Trade Agreement (CFTA).

1.5 epost Connect service

This bid solicitation allows bidders to use the epost Connect service provided by Canada Post Corporation to transmit their bid electronically. Bidders must refer to Part 2 entitled Bidder Instructions, and Part 3 entitled Bid Preparation Instructions, of the bid solicitation, for further information.

PART 2 - BIDDER INSTRUCTIONS

2.1 Standard Instructions, Clauses and Conditions

The 2003 standard instructions is amended as follows:

Section 08, entitled Transmission by facsimile or by epost Connect, is amended as follows:
Subsection 2 is deleted entirely and replaced with the following:

2. epost Connect

- a. Unless specified otherwise in the bid solicitation, bids may be submitted by using the [epost Connect service](#) provided by Canada Post Corporation.

-
- i. PWGSC, National Capital Region: The only acceptable email address to use with epost Connect for responses to bid solicitations issued by PWGSC headquarters is:
- tpsgc.dgareceptiondessoumissions-abbidreceiving.pwgsc@tpsgc-pwgsc.gc.ca
- or, if applicable, the email address identified in the bid solicitation.
- ii. PWGSC regional offices: The only acceptable email address to use with epost Connect for responses to bid solicitations issued by PWGSC regional offices is identified in the bid solicitation.
- b. To submit a bid using epost Connect service, the Bidder must either:
- send directly its bid only to the specified PWGSC Bid Receiving Unit, using its own licensing agreement for epost Connect provided by Canada Post Corporation; or
 - send as early as possible, and in any case, at least six business days prior to the solicitation closing date and time, (in order to ensure a response), an email that includes the bid solicitation number to the specified PWGSC Bid Receiving Unit requesting to open an epost Connect conversation. Requests to open an epost Connect conversation received after that time may not be answered.
- c. If the Bidder sends an email requesting epost Connect service to the specified Bid Receiving Unit in the bid solicitation, an officer of the Bid Receiving Unit will then initiate an epost Connect conversation. The epost Connect conversation will create an email notification from Canada Post Corporation prompting the Bidder to access and action the message within the conversation. The Bidder will then be able to transmit its bid afterward at any time prior to the solicitation closing date and time.
- d. If the Bidder is using its own licensing agreement to send its bid, the Bidder must keep the epost Connect conversation open until at least 30 business days after the solicitation closing date and time.
- e. The bid solicitation number should be identified in the epost Connect message field of all electronic transfers.
- f. It should be noted that the use of epost Connect service requires a Canadian mailing address. Should a bidder not have a Canadian mailing address, they may use the Bid Receiving Unit address specified in the solicitation in order to register for the epost Connect service.
- g. For bids transmitted by epost Connect service, Canada will not be responsible for any failure attributable to the transmission or receipt of the bid including, but not limited to, the following:
- receipt of a garbled, corrupted or incomplete bid;
 - availability or condition of the epost Connect service;
 - incompatibility between the sending and receiving equipment;
 - delay in transmission or receipt of the bid;
 - failure of the Bidder to properly identify the bid;
 - illegibility of the bid;
 - security of bid data; or,
 - inability to create an electronic conversation through the epost Connect service.
- h. The Bid Receiving Unit will send an acknowledgement of the receipt of bid document(s) via the epost Connect conversation, regardless of whether the conversation was initiated by the supplier using its own license or the Bid Receiving Unit. This acknowledgement will confirm only the receipt of bid document(s) and will not confirm if the attachments may be opened nor if the content is readable.
- i. Bidders must ensure that they are using the correct email address for the Bid Receiving Unit when initiating a conversation in epost Connect or communicating with the

Bid Receiving Unit and should not rely on the accuracy of copying and pasting the email address into the epost Connect system.

- j. A bid transmitted by epost Connect service constitutes the formal bid of the Bidder and must be submitted in accordance with section 05.

All instructions, clauses and conditions identified in the bid solicitation by number, date and title are set out in the [Standard Acquisition Clauses and Conditions Manual](https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual) (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

Bidders who submit a bid agree to be bound by the instructions, clauses and conditions of the bid solicitation and accept the clauses and conditions of the resulting contract.

The [2003](#) [2018-05-22](#) Standard Instructions - Goods or Services - Competitive Requirements, are incorporated by reference into and form part of the bid solicitation.

Subsection 5.4 of [2003](#), Standard Instructions - Goods or Services - Competitive Requirements, is amended as follows:

Delete: 60 days

Insert: 120 days

2.1.1. SACC Manual Clauses

B1000T 2014-06-26 Condition of material – Bid

2.2 Submission of Bids

Bids must be submitted only to the Public Works and Government Services Canada (PWGSC) Bid Receiving Unit specified below by the date and time indicated on page 1 of the bid solicitation:

Public Works and Government Services Canada (new name: Public services and procurement Canada)
800 rue de la Gauchetière, ouest
South West Portal
7th Floor, Suite 7300
Montreal, Quebec

E-mail address for epost connect service:

TPSGC.RQReceptionSoumissions-QRSupplyTendersReception.PWGSC@tpsgc-pwgsc.gc.ca

Note: Bids will not be accepted if emailed directly to this email address. This email address is to be used to open an epost Connect conversation, as detailed in Standard Instructions [2003](#), or to send bids through an epost Connect message if the bidder is using its own licensing agreement for epost Connect.

Facsimile number: (514) 496-3822

2.2.1 Improvement of Requirement during Solicitation Period

Should bidders consider that the specifications or Statement of Work contained in the bid solicitation could be improved technically or technologically, bidders are invited to make suggestions, in writing, to the Contracting Authority named in the bid solicitation. Bidders must clearly outline the suggested improvement as well as the reason for the suggestion. Suggestions that do not restrict the level of competition nor favor a particular bidder will be given consideration provided they are submitted to the Contracting Authority **at least 15 days** before the bid closing date. Canada will have the right to accept or reject any or all suggestions.

2.3 Enquiries - Bid Solicitation

All enquiries must be submitted in writing to the Contracting Authority no later than **7 calendar days** before the bid closing date. Enquiries received after that time may not be answered.

Bidders should reference as accurately as possible the numbered item of the bid solicitation to which the enquiry relates. Care should be taken by Bidders to explain each question in sufficient detail in order to enable Canada to provide an accurate answer. Technical enquiries that are of a proprietary nature must be clearly marked "proprietary" at each relevant item. Items identified as "proprietary" will be treated as such except where Canada determines that the enquiry is not of a proprietary nature. Canada may edit the question(s) or may request that the Bidder do so, so that the proprietary nature of the question(s) is eliminated, and the enquiry can be answered to all Bidders. Enquiries not submitted in a form that can be distributed to all Bidders may not be answered by Canada.

2.4 Applicable Laws

Any resulting contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in the **Province of Quebec**.

Bidders may, at their discretion, substitute the applicable laws of a Canadian province or territory of their choice without affecting the validity of their bid, by deleting the name of the Canadian province or territory specified and inserting the name of the Canadian province or territory of their choice. If no change is made, it acknowledges that the applicable laws specified are acceptable to the Bidders.

PART 3 - BID PREPARATION INSTRUCTIONS

3.1 Bid Preparation Instructions

If the Bidder chooses to submit its bid electronically, Canada requests that the Bidder submits its bid in accordance with section 08 of the 2003 standard instructions. The epost Connect system has a limit of 1GB per single message posted and a limit of 20GB per conversation.

The bid must be gathered per section and separated as follows:

Section I: Technical Bid
Section II: Financial Bid
Section III: Certifications

If the Bidder chooses to submit its bid in hard copies, Canada requests that the Bidder submits its bid in separately bound sections as follows:

Section I: Technical Bid (2 hard copies) *(if applicable, add soft copy on the medium such as CD, DVD or USB key)*

- Section II: Financial Bid (1 hard copy) *(if applicable, add soft copy on the medium such as CD, DVD or USB key)*
Section III: Certifications (1 hard copy) *(if applicable, add soft copy on the medium such as CD, DVD or USB key)*

If there is a discrepancy between the wording of the soft copy on electronic media and the hard copy, the wording of the hard copy will have priority over the wording of the soft copy.

If the Bidder is simultaneously providing copies of its bid using multiple acceptable delivery methods, and if there is a discrepancy between the wording of any of these copies and the electronic copy provided through epost Connect service, **the wording of the electronic copy provided through epost Connect service will have priority over the wording of the other copies.**

Prices must appear in the financial bid only. No prices must be indicated in any other section of the bid.

Canada requests that bidders follow the format instructions described below in the preparation of hard copy of their bid:

- (a) use 8.5 x 11 inch (216 mm x 279 mm) paper;
- (b) use a numbering system that corresponds to the bid solicitation.

In April 2006, Canada issued a policy directing federal departments and agencies to take the necessary steps to incorporate environmental considerations into the procurement process [Policy on Green Procurement](https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573) (<https://www.tbs-sct.gc.ca/pol/doc-eng.aspx?id=32573>). To assist Canada in reaching its objectives, bidders should:

- 1) use 8.5 x 11 inch (216 mm x 279 mm) paper containing fibre certified as originating from a sustainably-managed forest and containing minimum 30% recycled content; and
- 2) use an environmentally-preferable format including black and white printing instead of colour printing, printing double sided/duplex, using staples or clips instead of cerlox, duotangs or binders.

Section I: Technical Bid

In their technical bid, Bidders should explain and demonstrate how they propose to meet the requirements and how they will carry out the Work.

Section II: Financial Bid

Bidders must submit their financial bid in accordance with the Basis of Payment.

3.1.1 Electronic Payment of Invoices – Bid

If you are willing to accept payment of invoices by Electronic Payment Instruments, complete the section below, Electronic Payment Instruments, to identify which ones are accepted.

If the information below is not completed, it will be considered as if Electronic Payment Instruments are not being accepted for payment of invoices.

Acceptance of Electronic Payment Instruments will not be considered as an evaluation criterion.

ELECTRONIC PAYMENT INSTRUMENTS

The Bidder must identify which electronic payment instruments they are willing to accept for payment of invoices.

The Bidder accepts any of the following Electronic Payment Instrument(s):

- () VISA Acquisition Card;
- () MasterCard Acquisition Card;
- () Direct Deposit (Domestic and International);
- () Electronic Data Interchange (EDI);
- () Wire Transfer (International Only);
- () Large Value Transfer System (LVTS) (Over \$25M)

3.1.2 Exchange Rate Fluctuation

C3011T 2013-11-06 Exchange Rate Fluctuation

Section III: Certifications

Bidders must submit the certifications and additional information required under Part 5.

PART 4 - EVALUATION PROCEDURES AND BASIS OF SELECTION

4.1 Evaluation Procedures

- (a) Bids will be assessed in accordance with the entire requirement of the bid solicitation including the technical and financial evaluation criteria.
- (b) An evaluation team composed of representatives of Canada will evaluate the bids.

4.1.1 Technical Evaluation

4.1.1.1 Mandatory Technical Criteria

All the following mandatory criteria will be taken into consideration to evaluate each of the offers received:

- a. Bidder must be able to perform the full scope of the work described in Annex A-Statement of requirement.
- b. Conformity to the mandatory technical criteria which are included in Annex 'C' – Mandatory technical evaluation criteria.
- c. Acceptance of terms and conditions as mentioned in the bid solicitation.

4.1.1.2 Evaluation method for the mandatory technical criteria

- a. At the bid closing date, bids will be evaluated on the mandatory preselected technical criteria at Annex 'C'.

Note: The evaluation of all the criteria at Annex 'C' will be done on a pass /fail basis.

- b. In order to explain and demonstrate how the supplier meets the requirements of the bid, the suppliers must attach to their bid all the information required of the products being offered.

- c. Canada will only evaluate the documents that are sent along with the bids submitted by the supplier.
- d. Canada will not evaluate information such as references to a web site address where supplementary information can be found.

Note 1:

To be considered, all these criteria have to be respected in order to facilitate evaluation of the next steps.

IN THE ABSENCE OF THIS INFORMATION, THE PROPOSAL WILL BE REJECTED.

Note 2:

Only those proposals that meet all the mandatory technical criteria in the table at Annexe 'C' will be subject to further evaluation, which is the financial evaluation.

4.1.1.3 Next Steps: Conformance test

As part of the technical evaluation to confirm the bidder's capacity of meeting the technical requirements, a pre-award sample of the Lowe Alpine Diran expedition packs must be presented for conformance testing of the product, upon a written request from Contracting Authority of PWGSC mentioned in this file. These samples are to be presented after the bid closing date but before the award of the contract.

The bidder must ensure that the required pre-award sample is manufactured in accordance with the technical requirement and is fully representative of the bid submitted. Rejection of the pre-award sample will be the basis for declaring the bid non-responsive.

The bidder must deliver the required pre-award sample at no charge to Canada and must ensure that they are received by the Contracting Authority **within 21 working days** from request. The sample submitted by the Bidder will remain the property of Canada.

Failure to submit the required pre-award samples within the specified time frame or non-conformance of the pre-award samples to the technical requirement will result in the bid being declared non-responsive.

Note 3

Only bidders who meet all the above mentioned mandatory technical criteria will pass to the next step which is the financial evaluation.

4.1.2 Financial Evaluation

4.1.2.1. Mandatory financial criteria

- a. Compliance with the methods for setting the proposed prices;
- b. Firm prices must be provided for all items, for all the years as listed on Annex 'B' – Basis of payment.

PROPOSALS THAT DO NOT MEET THESE REQUIREMENTS WILL BE REJECTED.

SACC Manual Clause [A0222T](#) Evaluation of Price –Canadian /Foreign bidders*(*Revised version*)

* Evaluation of Price –Canadian /Foreign bidders

1. Bidders must submit firm prices, customs duties and excise taxes included, and Applicable Taxes excluded.
2. Unless the bid solicitation specifically requires bids to be submitted in Canadian currency, bids submitted in foreign currency will be converted to Canadian currency for evaluation purposes. The rate given by the Bank of Canada in effect on the bid solicitation closing date, or on another date specified in the bid solicitation, will be applied as a conversion factor to the bids submitted in foreign currency.
3. Bidders must provide prices Delivered Duty Paid (DDP) (**Corcan, Centre federal de formation, 201 Montée St François, Laval, P.Q.**). Incoterms 2010 for shipments from a commercial contractor. Bids will be assessed on a DDP basis.

4.1.3 Price evaluation

The prices at Annex 'B' – Basis of payment, will be evaluated as follows:

The extended price is the quantity of each item multiplied by the firm price per year, for the 3 years. (1 firm year + 2 option years of one year each).

The total price per year (all applicable taxes extra) will be the total of all the items. The same calculation will be done for years 2 and 3.

The total price of the contract will be the total price for year one.

If we utilise the optional quantity (year 2) and/or (year 3), an amendment to the contract will be done to reflect the total price of the contract.

Canada may exercise this option at any time by sending a written notice to the Contractor at least 30 calendar days before the Contract expiry date. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment

For evaluation purposes, the total evaluated price of the supplier's bid will be the sum of the prices for all the 3 years.

4.2 Basis of Selection

Basis of Selection - Mandatory Technical Criteria

A bid must comply with the requirements of the bid solicitation and meet all mandatory technical evaluation criteria to be declared responsive. The responsive bid with the *lowest evaluated price will be recommended for award of a contract.

*The compliant offer with the lowest evaluated price will be recommended for the award of the contract after the acceptance of the technical requirements of the good called for at Annex 'C' – Mandatory , technical evaluation criteria. Moreover, the sample that will be provided by that bidder will be subject to a quality test as per the technical specifications set out on Annex A – Statement of requirements. If the product passes the test, that bidder will be recommended for the award of a contract. If the bidder does not pass the test, we will proceed with the next lowest evaluated price bidder and so on, until one bidder meets the conformance to the quality test for that item.

PART 5 – CERTIFICATIONS AND ADDITIONAL INFORMATION

Bidders must provide the required certifications and additional information to be awarded a contract.

The certifications provided by Bidders to Canada are subject to verification by Canada at all times. Unless specified otherwise, Canada will declare a bid non-responsive, or will declare a contractor in default if any certification made by the Bidder is found to be untrue whether made knowingly or unknowingly, during the bid evaluation period or during the contract period.

The Contracting Authority will have the right to ask for additional information to verify the Bidder's certifications. Failure to comply and to cooperate with any request or requirement imposed by the Contracting Authority will render the bid non-responsive or constitute a default under the Contract.

5.1 Certifications Required with the Bid

Bidders must submit the following duly completed certifications as part of their bid.

5.1.1 Integrity Provisions - Declaration of Convicted Offences

In accordance with the Integrity Provisions of the Standard Instructions, all bidders must provide with their bid, **if applicable**, the declaration form available on the [Forms for the Integrity Regime](http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html) website (<http://www.tpsgc-pwgsc.gc.ca/ci-if/declaration-eng.html>), to be given further consideration in the procurement process.

5.2 Certifications Precedent to Contract Award and Additional Information

The certifications and additional information listed below should be submitted with the bid, but may be submitted afterwards. If any of these required certifications or additional information is not completed and submitted as requested, the Contracting Authority will inform the Bidder of a time frame within which to provide the information. Failure to provide the certifications or the additional information listed below within the time frame provided will render the bid non-responsive.

5.2.1 Integrity Provisions – Required Documentation

In accordance with the section titled Information to be provided when bidding, contracting or entering into a real procurement agreement of the [Ineligibility and Suspension Policy](http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html) (<http://www.tpsgc-pwgsc.gc.ca/ci-if/politique-policy-eng.html>), the Bidder must provide the required documentation, as applicable, to be given further consideration in the procurement process.

5.2.2 Federal Contractors Program for Employment Equity - Bid Certification

By submitting a bid, the Bidder certifies that the Bidder, and any of the Bidder's members if the Bidder is a Joint Venture, is not named on the Federal Contractors Program (FCP) for employment equity "FCP Limited Eligibility to Bid" list available at the bottom of the page of the [Employment and Social Development Canada \(ESDC\) - Labour's](https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#) website (<https://www.canada.ca/en/employment-social-development/programs/employment-equity/federal-contractor-program.html#>).

Canada will have the right to declare a bid non-responsive if the Bidder, or any member of the Bidder if the Bidder is a Joint Venture, appears on the "FCP Limited Eligibility to Bid" list at the time of contract award.

PART 6 - RESULTING CONTRACT CLAUSES

The following clauses and conditions apply to and form part of any contract resulting from the bid solicitation.

6.1 Security Requirements

6.1.1 There is no security requirement applicable to the Contract.

6.2 Statement of Requirement

Requirement – Contract

The Contractor must provide the items detailed under the "Statement of Requirement" at Annex "A".

6.3 Standard Clauses and Conditions

All clauses and conditions identified in the Contract by number, date and title are set out in the Standard Acquisition Clauses and Conditions Manual (<https://buyandsell.gc.ca/policy-and-guidelines/standard-acquisition-clauses-and-conditions-manual>) issued by Public Works and Government Services Canada.

6.3.1 General Conditions

2010A 2018-06-21, General Conditions - Goods (Medium Complexity), apply to and form part of the Contract.

6.4 Term of Contract

6.4.1 Period of the Contract

The period of the Contract is one year firm from the date of award of the contract.

6.4.2 Option to Extend the Contract

The Contractor grants to Canada the irrevocable option to extend the term of the Contract by up to two (2) additional one (1) year periods under the same conditions. The Contractor agrees that, during the extended period of the Contract, it will be paid in accordance with the applicable provisions as set out in the Basis of Payment.

Canada may exercise this option at any time by sending a written notice to the Contractor at least **30 calendar days** before the expiry date of the Contract. The option may only be exercised by the Contracting Authority, and will be evidenced for administrative purposes only, through a contract amendment.

6.4.3 Delivery Points

Delivery of the requirement will be made to delivery point(s) specified at Annex "A" of the Contract.

6.5 Authorities

6.5.1 Contracting Authority

The Contracting Authority for the Contract is:

Name: MARY PARADIS
Title: Acting, Supply specialist
Public Services and Procurement Canada
Acquisitions Branch
Directorate: Québec region
Address: 800 rue de la Gauchetière, ouest
Place Bonaventure
South West Portal
7th Floor, Suite 7300
Montreal, Québec

Telephone: 514-702-8173
Facsimile: 514-496-3822
E-mail address: mary.paradis@pwgsc.gc.ca

The Contracting Authority is responsible for the management of the Contract and any changes to the Contract must be authorized in writing by the Contracting Authority. The Contractor must not perform work in excess of or outside the scope of the Contract based on verbal or written requests or instructions from anybody other than the Contracting Authority.

6.5.2 Technical Authority

The Technical Authority for the Contract is: *(Will be announced at the contract phase)*

Name: _____
Title: _____
Organization: _____
Telephone: _____
Facsimile: _____
E-mail address: _____

The Project Authority is the representative of the department or agency for whom the Work is being carried out under the Contract and is responsible for all matters concerning the technical content of the Work under the Contract. Technical matters may be discussed with the Project Authority, however the Project Authority has no authority to authorize changes to the scope of the Work. Changes to the scope of the Work can only be made through a contract amendment issued by the Contracting Authority.

6.5.3 Contractor's Representative

Name: _____
Title: _____
Organization: _____
Telephone: _____
Facsimile: _____
E-mail address: _____

Solicitation No. - N° de l'invitation
21C31-198277/A
Client Ref. No. - N° de réf. du client
21C31-198277

Amd. No. - N° de la modif.
File No. - N° du dossier
MTA 8 - 41409

Buyer ID - Id de l'acheteur
MTA309
CCC No./N° CCC - FMS No./N° VME

6.5.4 Contact at customer department:

For all information related to invoicing and /or payments you may communicate with:
(To be completed by Canada at the award phase of the contract)

Customer department: _____
Name: _____
Telephone: _____
Facsimile: _____
E-mail address: _____

6.6 Payment

6.6.1 Basis of Payment

Basis of Payment - Firm Price, Firm Unit Price(s) or Firm Lot Price(s)

In consideration of the Contractor satisfactorily completing all of its obligations under the Contract, the Contractor will be paid firm unit prices, as specified in Annex B – Basis of Payment for a cost of \$ _____ (Will be inserted in the amount at contract award). Customs duties are included and Applicable Taxes are extra.

Canada will not pay the Contractor for any design changes, modifications or interpretations of the Work, unless they have been approved, in writing, by the Contracting Authority before their incorporation into the Work.

6.6.2 Limitation of Price

SACC Manual clause C6000C 2017-08-17 Limitation of Price

6.6.3 SACC Manual Clauses

SACC Manual clause H1000C 2008-05-12 Limitation of Price

6.6.4 SACC Manual Clauses

C2000C 2007-11-30 Taxes –foreign-based Contractor
C2605C 2008-05-12 Canadian Customs Duties and Sales Tax – foreign-based contractor

6.6.5 Electronic Payment of Invoices – Contract

The Contractor accepts to be paid using any of the following Electronic Payment Instrument(s):

- a. ☐ Visa Acquisition Card;
- b. ☐ MasterCard Acquisition Card;
- c. ☐ Direct Deposit (Domestic and International);
- d. ☐ Electronic Data Interchange (EDI);
- e. ☐ Wire Transfer (International Only);
- f. ☐ Large Value Transfer System (LVTS) (Over \$25M)

6.7 Invoicing Instructions

1. The Contractor must submit invoices in accordance with the section entitled "Invoice Submission" of the general conditions. Invoices cannot be submitted until all work identified in the invoice is completed.
2. Invoices must be distributed as follows:
 - a. The original and one (1) copy must be forwarded to the address shown on page 1 of the Contract for certification and payment.

6.8 Certifications and Additional Information

6.8.1 Compliance

Unless specified otherwise, the continuous compliance with the certifications provided by the Contractor in its bid or precedent to contract award, and the ongoing cooperation in providing additional information are conditions of the Contract and failure to comply will constitute the Contractor in default. Certifications are subject to verification by Canada during the entire period of the Contract.

6.9 Applicable Laws

The Contract must be interpreted and governed, and the relations between the parties determined, by the laws in force in _____ (*The name of the province or territory as specified by the Bidder in its bid, if applicable will be inserted here*).

6.10 Priority of Documents

If there is a discrepancy between the wording of any documents that appear on the list, the wording of the document that first appears on the list has priority over the wording of any document that subsequently appears on the list.

- (a) the Articles of Agreement;
- (b) the general conditions 2010A, 2018-06-21, General conditions -Goods (medium complexity);
- (c) Annex A, Statement of Requirement;
- (d) Annex B, Basis of payment;
- (e) the Contractor's bid dated _____, as clarified on _____ or as amended on _____.

6.11 SACC Manual Clauses

B7500C	2006-06-16	Excess goods
G1005C	2016-01-28	Insurance – No specific requirement
A2000C	2006-06-16	Foreign Nationals (Canadian Contractor)
A2001C	2006-06-16	Foreign Nationals (Foreign Contractor)

6.12 Transport costs

The contractor must ship the goods prepaid via _____ (*insert the method of transportation*) including all delivery charges to (**Corcan, Centre federal de formation, 201 Montée St François, Laval,**

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P.Q). Prepaid Transportation costs must be shown as a separate item on the invoice, supported by a certified copy of the prepaid transportation bill of lading.

6.13 Shipping Instructions

Shipping Instructions – Delivery at destination

Goods must be consigned to the destination specified in the Contract and delivered:

Delivered Duty Paid (DDP) to **(Corcan, Centre federal de formation, 201 Montée St François, Laval, P.Q).** Incoterms 2010 for shipments from a commercial contractor.

ANNEX "A"

STATEMENT OF REQUIREMENT

BACKGROUND

CORCAN – Correctional Service of Canada (CSC) needs a contract for green Lowe Alpine Diran expedition packs with a capacity of 55,65 liters. This contract will ensure the procurement of the expedition packs for the Department of National Defense's cadet's corps.

DESCRIPTION

Lowe Alpine Diran model with a capacity of 55,65 liters in medium size. Color: Green.

Specifications

- V-TRAX™ back-length adjustment system
- Front daisy chain lash points
- Large zipped front panel
- Lower entry with zipped divider panel
- Bellows side pockets
- Hydration compatible
- Front grab handle
- Key clip
- Hipbelt pockets
- Secure Tip Gripper walking pole attachments
- Side compression straps (inside and outside the lateral pockets)
- Sternum strap with whistle
- SOS panel
- Rain cover

CONDITIONS

Evaluation sample

- The evaluation sample shall be compliant with the technical specifications, as described in the statement of requirements.

Pre-production sample

- The pre-production sample must be fully representative of the final product, as describe in the statement of requirements.
- The pre-production samples will not be charged and will remain the property of Canada.

Packaging

- The expedition packs must be individually packaged in transparent polybags.
- Goods must be packaged in accordance with established commercial standards to ensure they arrive at their destination in good condition and in accordance with CORCAN instructions.

Delivery instructions:

- Shipping boxes must be identified with the product code and placed on pallets for delivery.
- The weight of the pallets must not exceed 45 kilos (The weight of the finished goods and that of the pallets could go up to a maximum of 350 kg per pallet).
- Each shipment must include a detailed packing slip indicating the content of each box.

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- Delivery expenses shall be paid by the supplier.
- The institution has a dock for delivery and the unloading of the material will be done by CORCAN.
- Delivery shall be Monday to Thursday 8:15 to 10:45 a.m. and 1:00 to 3:00 p.m.

Delivery address

A/S: Production supervisor - CORCAN
Federal training center
205 Montée St-François
Laval, Québec, H7C 2S3

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ANNEX "B"

BASIS OF PAYMENT

NOTE TO OFFERORS:

1. Firm prices are required for all items in the tables below.
2. The prices of the items listed in the table below do not include taxes.
All applicable taxes are extra.

OFFERS THAT DO NOT MEET THIS REQUIREMENT WILL BE EJECTED.

1. One year firm (From the date of award of the contract) (2019)

***Firm quantities for one year + 2 optional years.**

Item	Description	*Quantity	Price	Total
1	Size - Medium	300	\$ ____ /unit	\$ _____
2	Transport	1	\$ ____ /lot	\$ _____
			GRAND TOTAL (Taxes extra)	\$ _____

2. 1st Optional year – (for one year following the 1st firm year) (2020)

Item	Description	* Quantity	Price	Total
1	Size - Medium	300	\$ ____ /unit	\$ _____
2	Transport	1	\$ ____ /lot	\$ _____
			GRAND TOTAL (Taxes extra)	\$ _____

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3. 2nd Optional year – (For one year following the 1st optional year) (2021)

Item	Description	*Quantity	Price	Total
1	Size - Medium	300	\$ _____ /unit	\$ _____
2	Transport	1	\$ _____ /lot	\$ _____
			GRAND TOTAL (Taxes extra)	\$ _____

ANNEX "C"

MANDATORY TECHNICAL EVALUATION CRITERIA

The information that figures in the table below must be duly completed and submitted **at the closing date and hour of the solicitation**.

The proposals must cover all the subjects indicated in these tables in order to be considered.

In order to explain and demonstrate how the supplier meets the requirements of the bid, the suppliers must attach to their bid information required of the products being offered.

Canada will only evaluate the documents that are sent along with the bids submitted by the supplier.

Canada will not evaluate information such as references to a web site address where supplementary information can be found.

The proposals that fail to meet all these conditions will be rejected.

MANDATORY TECHNICAL SPECIFICATIONS

THE FOLLOWING MANDATORY TECHNICAL CRITERIA MUST BE MET AT A MINIMUM.

Item no.	Description	The Bidder must provide documentation demonstrating the proposed equipment (<i>Technical specifications, Photos, sketches, illustrations, other</i>).
Mandatory Technical specifications		
1.	<u>Expedition pack</u> Model: Lowe Alpine Diran , with a capacity of 55:65 liters. Size: medium, Color: Green. (<i>As described in Annex A – Statement of requirement</i>). <ul style="list-style-type: none">○ V-TRAX™ back-length adjustment system○ Front daisy chain lash points○ Large zipped front panel○ Lower entry with zipped divider panel○ Bellows side pockets○ Hydration compatible○ Front grab handle○ Key clip○ Hipbelt pockets○ Secure Tip Gripper walking pole attachments○ Side compression straps (inside and outside the lateral pockets)○ Sternum strap with whistle○ SOS panel○ Rain cover	